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WAR FOOD ADMINISTRATION  
Food Distribution Administration  
Washington 25, D. C.

August 17, 1943

FRUIT AND VEGETABLE BRANCH MEMORANDUM NO. A-1

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To: Fruit and Vegetable Market News Men

From: B. C. Boree, In Charge, Market News Division

Subject: Commercial Telegraphic Service

An increase in the Government rate on telegraphic service from 60% to 80% of the commercial rate, which became effective July 1, makes it necessary that all telegrams that move by commercial wire be closely scrutinized to avoid unnecessary wordage and reduce the information to the minimum essential to the conduct of our work. The following points should be observed in writing wires and requesting information to be supplied where use of commercial telegraphic service is involved.

1. Market wires should follow as closely as possible the outline for shortened wires set up a number of years ago. Report only on those commodities and for those sections for which information is being currently requested. Limit quotations to generally good to good quality and condition offerings except in those instances where sufficiently large quantities of poorer or better offerings are materially affecting the market. Quote only principal varieties, containers, and sizes arriving on the market. Unusual conditions may at times necessitate deviating from the above but such should be the exception rather than the rule.
2. In opening a field station the local representative should inform Washington as to the exact markets together with States, varieties, containers and sizes wanted. When the need for any report has passed inform Washington so it will no longer be wired. Keep a close check on wires you are receiving to see that no unnecessary information is being wired.

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